Web TimeSheet Integration Manager for ACCPAC

Version 6.5

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Contact Information

Replicon, Inc.
830, 910 - 7th Ave. S.W.
Calgary, Canada T2P 3N8

Direct:
1-403-262-6519

Toll Free in North America:*
1-877-737-5420

Toll Free in Europe:*
00-800-7375-4266

Toll Free in Australasia:*
011-800-7375-4266

Fax:
1-403-233-8046

http://www.replicon.com

info@replicon.com

**The international toll free numbers may not work in some countries. If you experience problems, use the direct line to contact Replicon.*

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Chapter 1 - What is WTS Integration Manager?

Introduction

The Web TimeSheet Integration Manager for ACCPAC allows you to generate a report of Web TimeSheet data and export the data to a *.csv* file that can be opened in ACCPAC Advantage Series.

Technical Requirements

The following applications are required to successfully export data from Web TimeSheet to ACCPAC Advantage Series using the Web TimeSheet Integration Manager for ACCPAC:

- ACCPAC Advantage Series 5.0 or higher
- Web TimeSheet (SQL or Oracle)

One of the following:

- Microsoft Internet Explorer 5.5 or higher
- Netscape Navigator 7.1 or higher
- Mozilla Firefox 1.0

Constraints

The information for specific Web TimeSheet fields must match existing fields in ACCPAC Advantage Series, as noted below.

Web TimeSheet Field	ACCPAC Field
Client Code	Customer Code
Task Code	Item Code

Chapter 2 - Installing the WTS Integration Manager

Note ...

Make sure you install Web TimeSheet before installing the Web TimeSheet Integration Manager for ACCPAC.

Before You Install

Before installing the Web TimeSheet Integration Manager for ACCPAC, you must have Web TimeSheet installed. The Web TimeSheet Integration Manager for ACCPAC must be installed in the root directory of Web TimeSheet.

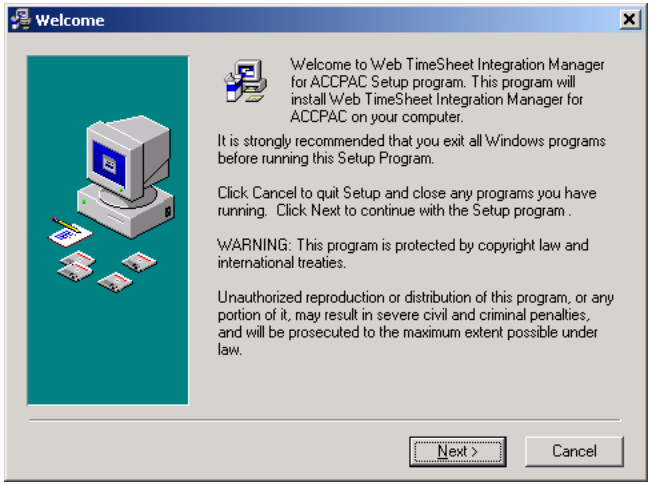
Running the Installation

This section explains how to complete the installation of the Web TimeSheet Integration Manager for ACCPAC.

You will need to purchase the Web TimeSheet Integration Manager for ACCPAC and obtain the *WTS65ACCPACLink.exe* file from Replicon Customer Support. The database version for Web TimeSheet Integration Manager for ACCPAC should be the same as your Web TimeSheet database (SQL or Oracle).

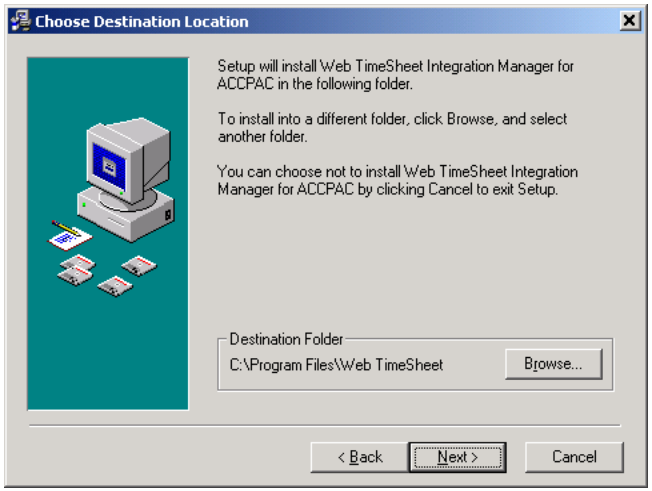
The Installation Wizard will guide you through the installation process.

1. Stop the service associated with Web TimeSheet and back up the Web TimeSheet database.
2. Launch the *WTS65ACCPACLink.exe* file. The Welcome screen is displayed.
3. Next you will need to specify the directory where the Web

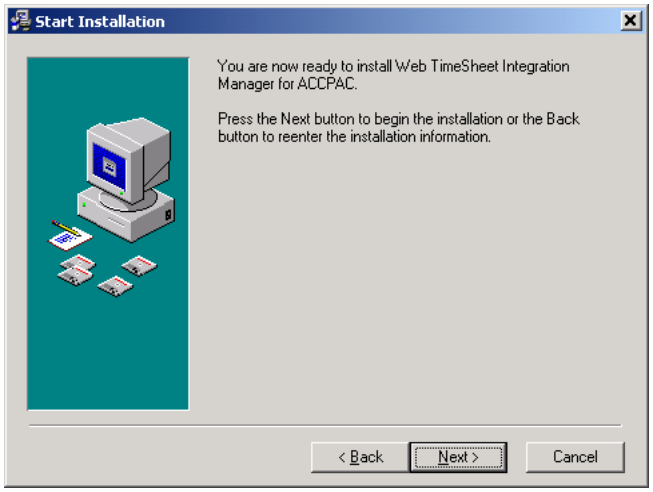

Welcome
Welcome to Web TimeSheet Integration Manager for ACCPAC Setup program. This program will install Web TimeSheet Integration Manager for ACCPAC on your computer.
It is strongly recommended that you exit all Windows programs before running this Setup Program.
Click Cancel to quit Setup and close any programs you have running. Click Next to continue with the Setup program .
WARNING: This program is protected by copyright law and international treaties.
Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under law.
Next >
Cancel

TimeSheet Integration Manager for ACCPAC should be installed.

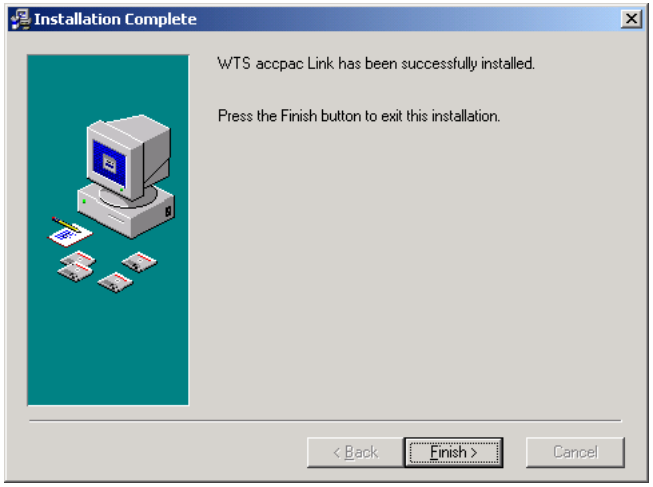
The Integration Manager for ACCPAC must be installed in the root of the Web TimeSheet directory. Use the Browse button to locate the Web TimeSheet directory.


Choose Destination Location
Setup will install Web TimeSheet Integration Manager for ACCPAC in the following folder.
To install into a different folder, click Browse, and select another folder.
You can choose not to install Web TimeSheet Integration Manager for ACCPAC by clicking Cancel to exit Setup.
Destination Folder
C:\Program Files\Web TimeSheet
Browse...
< Back
Next >
Cancel

4. Now you are ready to install the Web TimeSheet Integration Manager for ACCPAC. Click the Next button to start the installation.


Start Installation
You are now ready to install Web TimeSheet Integration Manager for ACCPAC.
Press the Next button to begin the installation or the Back button to reenter the installation information.
< Back
Next >
Cancel

5. When the installation is complete, click the Finish button to close the Installation Wizard.


Installation Complete
WTS accpac Link has been successfully installed.
Press the Finish button to exit this installation.
< Back
Finish >
Cancel

6. Restart the Web TimeSheet service. You are now ready to use the Web TimeSheet Integration Manager for ACCPAC.

Chapter 3 - Using the WTS Integration Manager

Running the Export

To export time data from Web TimeSheet to ACCPAC Advantage Series, follow the instructions below:

1. Click on the **Reports** button at the top of the Web TimeSheet screen.
2. Select ACCPAC Link from the side menu.
3. Select the timesheet period or date range for which you want to export time information.
4. Click on the Settings button and enter the tax values for TaxGroup1 and TaxGroup2. The values entered must equal the tax values set up in ACCPAC Advantage Series.
5. If you would like to review the data before running the export, click on the Generate button to generate a report for the time period you specified.
6. Click on the ACCPAC button to export the data to a *.csv* file that can be opened in ACCPAC Advantage Series.

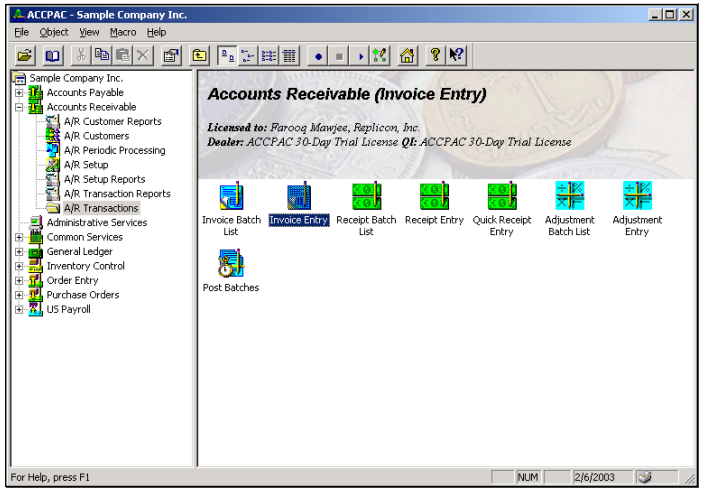
Only data for approved timesheets will be included in the export.

Accessing the Exported Data

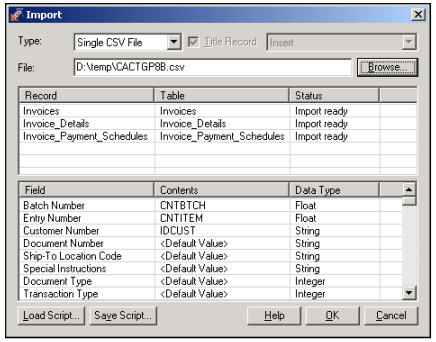
When you export time data, Web TimeSheet creates a *.csv* file that can be opened in ACCPAC Advantage Series.

To open the *.csv* file in ACCPAC:

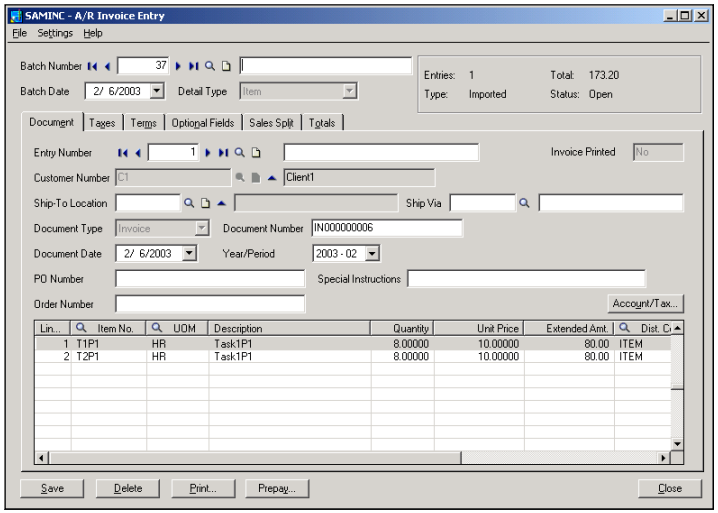
1. Open ACCPAC Advantage Series.
2. Click on the + to expand the Accounts Receivable folder in the side menu.
3. Select **A/R Transactions** and click on the **Invoice Entry** icon (in the main window).



4. Create a new batch.
5. Click on **File** at the top of the screen and select **Import** from the drop-down menu
6. Select “Single CSV File” from the **Type** drop-down list.
7. In the File field, enter the location of the *.csv* file (complete file path).



8. Click the OK button when you are finished. The time data will be imported from the *.csv* file to the batch in ACCPAC Advantage Series.



Chapter 4 - Field Relationships

Web TimeSheet to ACCPAC Advantage Series

Web Timesheet (source)	ACCPAC (target)	Constraints
N/A	Batch Number	Created by ACCPAC
N/A	Entry Number	Automatically created during the import process
Client Code	Customer Number	
N/A	Document Number	Automatically created during the import process
N/A	Line Number	Automatically created during the import process
Task Code	Item Number	
Billable Hours	Quantity	
Rate	Unit Price	
Billable Amount	Extended Amount	
Billable Amount	Amount Due	Billable Amount : 1+TaxGroup1+TaxGroup2

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